

**THE GAZETTE OF MEGHALAYA**

PUBLISHED BY AUTHORITY

No. 29

Shillong, Thursday, July 18, 2013,

27th Asadha, 1935 (S.E.)

*Separate paging is given on this part in order that it may be filed as a separate compilation.***PART - IX****Advertisements and Notices by Government Offices and Public Service****NOTICES****STANDARD FORM OF APPLICATION**

Photo

Dated, _____

To

The _____

Sir,

I beg to apply for the post of _____ and furnish the facts/as below in case of any false statement I am liable to any action Government may deem fit and proper. A Treasury Challan of Rs. _____ vide T. V. No. _____ is attached herewith.

Signature of Applicant

1. Full name in capital letters with address; if any; Surname first
(Please do not use any initials)

Surname

2. Date of Birth :

Year

Month

Date

3. Place of Birth :

Village/Town

Police Station

District

State

4. Father's/Mother's and Husband's (in case of married female)
(Please do not use initials).

5. Personal description :

A. Height

_____ M _____ Cm.

B. Colour of Eyes

C. Colour of Hair :

D. Visible distinguishing marks (if any)

6. A. Permanent Address in full.

B. Present Address in full.

C. If you have not resided at the above address continuously for the last four years. Please give the other address where you have resided during the period.

From :

To :

Address :

7. References :—

Name and address of two responsible persons in your localities who would be prepared to vouch for you.

A.

B.

8. Are you citizen of India? If so, how? (Copy of Citizenship Certificates should be enclosed where necessary).

9. Educational and other qualifications (Please attach copies of Certificates, Mark Sheets etc.)

Sl. No.	Name of Institution and Address	Date of entering	Date of leaving	Examination passed	Division	Subject taken
1.	2	3	4	5	6	7

1.

2.

3.

4.

5.

6.

10. Community :

(a) State your religion :

(b) Are you a member of Scheduled Caste/Scheduled Tribe? Answer "Yes" or "No". If "Yes" give particulars supported by a Certificate (Copy to be enclosed).

11. Present occupation, if any :

12. Previous appointment held, if any :

13. Are you a temporary/retrenched personnel of temporary Department of the Government of Meghalaya, Answer "Yes" or "No" (If "yes" give particulars).

14. Are you trained in or a member of the National Cadet Corps or Territorial Army? If so, give particulars.

15. Are you married or unmarried?

Signature.

Note : Particulars are to be filled in below the column in the space provided.

Shillong, the 28th June, 2013.

SHORT NOTICE INVITING TENDER

No.PW/TB/BR/14/2013/1.

1. Sealed tenders subsequently to be drawn up in M.P.W.D. F-2 form of Tender agreement duly affixed with a non refundable court fee stamp as indicated below against each Group, are hereby invited in 2 (two) cover bid system i.e. Financial and Technical Bids separately by the undersigned on behalf of the Governor of Meghalaya, from the Registered Class-I P.W.D. Contractors of Meghalaya State/ Joint ventures having requisite qualifications for the under mentioned work and will be received in the office of the Chief Engineer, PWD (Rds), Meghalaya, Shillong (Room No.311) upto 2.00 P.M. of **26.07.2013**. The Technical Bids will be opened on the same date at 2.15 P.M. in presence of the tenderers or their authorised representatives whosoever desire to attend. If the last date happens to be a holiday, the next working day will be considered as the date of receiving and opening of tenders.

Detailed tender papers maybe obtained from the Bridge Design Branch (Room No. 311) of this office from **18.07.2013** upto **24.07.2013** on payment of Rs. 2000.00 (Rupees Two Thousand) only for Group No. I / Rs. 1000.00 (Rupees One Thousand) only for Group No. II non-refundable per set in cash payable to the Cashier of this office during office hours on any working day, from 11.00 A.M. upto 3.00 P.M. Intending tenderers desiring to get the detailed tender papers by post shall have to send the cost of tender papers alongwith extra Rs. 500.00 (Rupees Five Hundred) only, non- refundable in the form of Demand Draft / Postal Order, duly pledged in favour of Chief Engineer, P.W.D (Rds), Meghalaya, Shillong payable at Shillong. However, the undersigned is not responsible for the postal delay, if any.

2. **NAME OF WORK:-** Improvement, Metalling and Blacktopping of Balat – Bagli Road leading towards the proposed Border Hat under ASIDE Scheme – *Construction of Bridges thereof.*

3. DETAILS OF WORK :-

Gr. No.	Br. No.	Nature of work	Approximated value of work	Court fee Stamp
I	3/1	Construction of double lane RCC T-Beam girder bridge (without footpath) of 2 x 18.75 m effective span on RCC pile foundation including construction of RCC Return Wall, providing filter media, weep holes, drainage spouts, RCC railing, approach slab, wearing coat, etc including necessary carriage of stone, sand, etc upto worksite.	Rs. 2,82,67,600.00 (Rupees Two Crores Eighty Two Lakhs Sixty Seven Thousand Six Hundred) only	Rs. 2000.00
II	3/4	Construction of double lane RCC T-Beam girder bridge (without footpath) of 1 x 14.50 m effective span on RCC pile foundation including construction of RCC Return Wall, providing filter media, weep holes, drainage spouts, RCC railing, approach slab, wearing coat, etc including necessary carriage of stone, sand, etc upto worksite.	Rs. 1,26,33,300.00 (Rupees One Crore Twenty Six Lakhs Thirty Three Thousand Three Hundred) only	Rs. 2000.00

4. **TIME OF COMPLETION :-** 24 (twenty four) months from the date of issue of Final Work Order.

5. **RATES -** Rates are to be quoted on flat percentage basis i.e. AT PAR / ABOVE the SOR for Road and Bridge Works for National Highway Circle, PWD (Rds), Meghalaya, Shillong for the year 2010-2011 (Sixth Revision) for scheduled items and for the additional items of work not covered by the said SOR on item rate basis.

6. **EARNEST MONEY :-** 2% (two) percent or 1 % (one) percent as applicable (Registered Class I Contractor of PWD (Rds), Meghalaya are not required to furnish the Earnest Money).

7. Other details can be seen in the Detailed Notice Inviting Tender.

**Chief Engineer, P.W.D. (Roads)
Meghalaya :: Shillong.**

Shillong, the 28th June, 2013.

SHORT NOTICE INVITING TENDER

No.PW/TB/BR/13/2013/2.

1. Sealed tenders subsequently to be drawn up in M.P.W.D. F-2 form of Tender agreement duly affixed with a non refundable court fee stamp as indicated below against each Group, are hereby invited in 2 (two) cover bid system i.e. Financial and Technical Bids separately by the undersigned on behalf of the Governor of Meghalaya, from the Registered Class-I P.W.D. Contractors of Meghalaya State/ Joint ventures having requisite qualifications for the under mentioned work and will be received in the office of the Chief Engineer, PWD (Rds), Meghalaya, Shillong (Room No.311) upto 2.00 P.M. of **26.07.2013**. The Technical Bids will be opened on the same date at 2.15 P.M. in presence of the tenderers or their authorised representatives whosoever desire to attend. If the last date happens to be a holiday, the next working day will be considered as the date of receiving and opening of tenders.

Detailed tender papers maybe obtained from the Bridge Design Branch (Room No. 311) of this office from **18.07.2013** upto **24.07.2013** on payment of Rs. 2000.00 (Rupees Two Thousand) only for Group No. I / Rs. 4000.00 (Rupees Four Thousand) only for Group No. II non-refundable per set in cash payable to the Cashier of this office during office hours on any working day, from 11.00 A.M. upto 3.00 P.M. Intending tenderers desiring to get the detailed tender papers by post shall have to send the cost of tender papers alongwith extra Rs. 500.00 (Rupees Five Hundred) only, non- refundable in the form of Demand Draft / Postal Order, duly pledged in favour of Chief Engineer, P.W.D (Rds), Meghalaya, Shillong payable at Shillong. However, the undersigned is not responsible for the postal delay, if any.

2. **NAME OF WORK:-** Construction of Ampati Mellim road from 10th to 15th Km including 4 (four) nos. of RCC bridges under S.C.A (Job No. PW/WR/2012-13/41) – *Construction of Bridges thereof.*

3. DETAILS OF WORK :-

Gr. No.	Nature of work	Approximated value of work	Court fee Stamp
I	(i) Construction of double lane RCC T - Beam girder Bridge Nos. 13/1 & 14/2 of 1 x 18.75 m effective span each (without footpath) on open foundation including construction of stone masonry Return Wall in C.M 1:3 on top of PCC foundation with grade M 15 & PCC Guard Wall with grade M 15, providing filter media, back filling, RCC approach slab, RCC railing, painting etc, with necessary carriage of stone, sand, etc upto worksite. (ii) Construction of double lane RCC slab Culvert Nos. 12/5 & 14/3 of 1 x 8.00 m effective span each on open foundation including construction of stone masonry, Return Wall in C.M 1:3 on top of PCC foundation with grade M 10 & PCC Guard Wall with grade M 15, providing filter media, back filling, RCC approach slab, RCC railing etc with necessary carriage of stone, sand etc upto worksite.	Rs. 2,83,82,200.00 (Rupees Two Crores Eighty Three Lakhs Eighty Two Thousand Two Hundred) only	Rs. 2000.00
II	(i) Construction of double lane RCC T - Beam girder Bridge No. 15/5 of 1 x 18.75 m effective span (without footpath) on open foundation including construction of stone masonry Return Wall in C.M 1:3 on top of PCC foundation with grade M 15 & PCC Guard Wall with grade M 15, providing filter media, back filling, RCC approach slab, RCC railing, painting, etc with necessary carriage of stone, sand etc upto worksite. (ii) Construction of double lane RCC T- Beam girder Bridge No. 15/6 of 2 x 24.75 m effective span (without footpath) on RCC pile foundation including construction of RCC Return wall with grade M 30 & PCC guard wall with grade M 15, providing filter media, back filling, RCC approach slab, RCC railing, painting, etc with necessary carriage of stone, sand, etc upto worksite.	Rs. 4,47,04,400.00 (Rupees Four Crores Forty Seven Lakhs Four Thousand Four Hundred) only	Rs. 2000.00

4. **TIME OF COMPLETION :-** 24 (twenty four) months from the date of issue of Final Work Order.

5. **RATES -** Rates are to be quoted on flat percentage basis i.e. AT PAR / ABOVE the SOR for Roads, Bridges and E & D Works for the year 2011-2012 in Tura Circle and Williamnagar Circle, PWD (Rds), Meghalaya for scheduled items and for the additional items of work not covered by the said SOR on item rate basis.

6. **EARNEST MONEY :-** 2% (two) percent or 1 % (one) percent as applicable (Registered Class I Contractor of PWD (Rds), Meghalaya are not required to furnish the Earnest Money).

7. Other details can be seen in the Detailed Notice Inviting Tender.

L. PASSAH,
Chief Engineer, P.W.D. (Roads)
Meghalaya, Shillong.

Shillong, the 9th July, 2013.

SHORT TENDER NOTICE

No.SDO/PHE/Maw/W-455/2013-14/287.

Sealed tender duly affixed with Non-refundable Court Fees Stamp of Rs.200/- (Rupees two hundred) only which will eventually to be drawn in P.W.D. F₂ Form is hereby invited from registered Contractors Class- I (One) of Public Health Engineering Department, Meghalaya, and Class-II (Two) of the Superintending Engineer PHE Rural Circle, Shillong and Class- III (Three) of this Division for the following works and will be received by the undersigned upto **2:00 p.m on the 26th July 2013.**

The Tender received will be opened on the same date and hours in presence of the Tenderer or their Authorized Agents who like to be present.

The detailed Tender Specification and Tender Paper can be had from the Office of the undersigned on any working days upto **2:00 p.m on the 25th July 2013.** On payment of Rs. 200/- (Rupees two hundred) only.

<i>Gr. No.</i>	<i>Items of works</i>	<i>Estimated Cost (Approx)</i>	<i>Time of completion</i>
1.	Repairing of Intake Structure And G.I. Pipeline of sizes 40mm and 25mm dia for Laitsohum W.S.S.	Rs.1,54, 630/-	30 (Thirty) days

*Sub-Divisional Officer PHE,
Mawsynram Sub-Division
Mawsynram*

Shillong, the 2nd July, 2013.

RE-TENDER NOTICE

No.TSEW/Q-2/2001/66-69.

Sealed quotation affixing with Non-refundable Court fee stamp of Rs. 25/- (Rupees Twenty Five)only,are hereby invited from Manufacturers/ Authorised Dealers for supply of 4 (four) Nos. of Foot Sewing Machine to the office of the undersigned .

The Terms and conditions and further details of the supply contract may be seen in the office of the undersigned in any working day during office hours.

The last date for receipt of quotation is on 31ST July 2013 at 2:00 P.M. and will be opened on the same date/hour in the presence of the Tenderers/Authorised agents if they like to do so.

E. KHARCHANDY,
Superintendent
Training For Self Employment of women,
In Need of Care and Protection
Shillong.

Shillong the 28th June, 2013

No.SE (E) GNL/3-7/2011-12.— In continuation to this office letter No. SE (E) GNL/3-7/2011-12/1-15 dated the 1st April, 2013 the date of receiving the application Form for Renewal of Registration of Contractor is hereby extended upto 19th July, 2013 other terms and condition will remain the same.

P. KHIEWTAM,
Superintending Engineer: P.W.D. (Roads),
Eastern Shillong Circle, Shillong.

Shillong, the 10th July, 2013.

EXTENSION NOTICE

No.MSWC/Const/2/2013/3-9 – The Notice Inviting Tender called by this office vide letter Memo No.MSWC/Const/2/2013/3-8 Dated Shillong, the 28th June 2013 is hereby extended upto 25th July 2013 and the last date for selling of tender paper will be on 15th July 2013. Tender will be opened on 25th July 2013 at 3.00 P.M.

All terms and conditions as notified earlier shall remain the same.

Managing Director

Shillong, the 8th July, 2013.

No.SE/WR/SC-84/13-14/1031.

In continuation of this Office vide letter No.SE/WR/SC-84/2013-14/1 Dated 22nd April 2013 the last date for issue of Registration forms, renewal and Fresh/Upgradation of Class –II contractors under the Office of Superintending Engineer (WR) Shillong Irrigation Circle, Shillong is hereby extended upto 31st July 2013 and the last date for submission of application from is on the 1st August 2013. No application will be entertained after the specified date.

The terms and conditions are remain unchanged.

Superintending Engineer (W R)
Shillong Irrigation Circle, Shillong

Shillong, the 1st July, 2013.

OFFICE ORDER

No.SAN.48/2013/1. - Quotation in sealed cover affixing a Court Fee Stamp of Rs. 25/- (Rupees twenty five) only (Non-refundable) are invited and will be received by the undersigned upto 12.30 P.M. on the 6th August, 2013 in connection with the supply of the following type of Paper & Stationery Articles as per list enclosed to the Meghalaya (Civil) Secretariat for the year 2013-2014 and untill fresh appointment is made, which ever is earlier. The quotation (s) will be opened on the same date from 12:30 P.M. in the presence of the quotationer (s) or without them.

The rates quoted should be inclusive of all taxes etc., payable including free delivery at the site of the indenting office.

The selected Firm (s) will have to supply the same from time to time on demand.

The samples of Paper & Stationery Articles should be furnished along with the quotation, failing which, no quotation will be considered.

The following particulars should be submitted by the Firm (s) along with their quotation, failing which, no quotation will be considered.

1. An Earnest Money of Rs.30,000/- (Rupees thirty thousand) only should be deposited by the Non-tribal Firm (s) and Rs.15,000/- (Rupees fifteen thousand) only by the Tribal Firm (s) in the form of a Call Deposit/Term Deposit pledged in favour of the undersigned and furnished along with the quotation which will be converted into Security Deposit or refunded immediately in case the quotation is accepted or rejected as the case may be. The Security Deposit (Earnest Money) of the selected Firm (s) will be retained for a period of 1 (one) year or till fresh appointment is made.
2. Attested copy of an upto-date Sales Tax Clearance Certificate from the Superintendent of Taxes, concerned with clear remarks made therein as Government Suppliers or on the item of supply.
3. Value Added Tax Registration Certificate/TIN No.
4. Attested copy of an upto-date Professional Tax from the Authority concerned.
5. Attested copy of an upto-date Municipal Trading License should be submitted by the Non-Tribal Firm (s) operating business in Jail Road, Police Bazar and European Ward and where their trade does not extend beyond the scheduled areas but for Non-Tribal Firm (s) operating business outside the scheduled areas, they are required to produce the District Council Trading License. The purpose for which license is issued should be clearly indicated.
6. Attested copy of Scheduled Tribe Certificate by the Tribal Firm (s).
7. Attested copy of a photograph of the quotationers (Suppliers).

8. An Undertaking in plain paper duly signed and sealed to the effect that the supply will be carried out by the quotationer himself/herself.
9. In a situation where large number of tenders quoted the same rate, thereby forming a cartel, such tenders will be summarily rejected.

Exemption Certificate, if any, should also be produced.

The undersigned does not bind himself to assign any reason for accepting or rejecting any quotation.

The Security Deposit is liable to forfeiture to the Govt. as may deem fit and proper in the event of the Firm (s) supplying inferior quality and making delay in supplying the Paper & Stationery Articles indented for. The Supplier (s) may also be debarred from taking any Govt. contract (supply) in future in the event of breach of any of the terms and conditions of the contract (supply).

The envelope containing the quotation should be superscribed with the words, “QUOTATION FOR SUPPLY OF PAPER & STATIONERY ARTICLES FOR THE YEAR - 2013-2014”.

E. LYNGDOH,

Deputy Secretary to the Govt. of Meghalaya,
Secretariat Admn. Department, Nazarat.

NAME OF ARTICLES

Sl.No	Name of Articles	Units
1.	Azurelaid paper (Bilt) (43 x 69 cms.) – 11.1.kg. a ream	Per Ream
2.	Bond paper (J.K. Bond) (45.5 x 66.5 cms.) – 7.7 kg. a ream	Per Ream
3.	Brown paper – Wrapping paper (43 x 69 cms.) – 30 kg. a ream.	Per Ream
4.	Correcting fluid (Kores – 20 ml.).	Per Dozen
5.	Erazex (White – Kores – 15 ml.).	Per Dozen
6.	<u>Duplicating Paper :-</u> (a) Sunlit (21.5 x 34.5 cms.) - 2.3 kg. (b) 3 Aces (21 x 33 cms.) - 2.2 kg. (c) Kores (21.5 x 34.5 cms.) - 2.3 kg. (d) H.P.C. (21 x 33 cms.) - 2.5 kg.	Per Ream Per Ream Per Ream Per Ream
7.	(a) Desk Knife (best quality) – 20 cms. long (Plastic handle) 2 cms. blade. (b) Paper cutting A4 size -9” FS size -12” -16”	Per dozen Per Dozen Per Dozen Per Dozen
8.	<u>Eraser :-</u> (a) Ink & Pencil (Sandow). (b) Type writer (Round –Kores).	Per Dozen Per Dozen
9.	<u>Gem Clip :-</u> King brand (100) pieces a packet. Lion brand (100) pieces a packet. Nylon (Kores) (100) pieces a packet.	Per Packet Per Packet Per Packet
10.	<u>Gum Pastes :-</u> (a) 150 ML. (Camel) (b) 300 ML. (Camel) (c) 700 ML. (Camel)	Each Each Each
11.	Duplicating Ink (400 grams for Gestener Duplicating Machine)	Per Tube
12.	Ink for Rubber Stamp (60 ml.) a bottle (Gripex)	Per Dozen
13.	Magnetic box (pin-up) Superior Anmol/Delux	Per Dozen
14.	Markin cloth (102 cms. width)	Per Metre
15.	Officer’s Penstand with date :- (a) 34 cms. long (Superior quality). (b) 28 cms. long (Superior quality).	Each Each
16.	Pin Cushion (Ordinary)	Per Dozen

17.	Paper weight (Decorated) (Round)	Per Dozen
18.	Poker	Per Dozen
19.	Lead Pencil (Camel/Hind/Meera) (10 Nos. in a box).	Per Box
20.	Shorthand Pencil (Kohinoor) (10 Nos. in a box).	Per Box
21.	Stencil Paper – Gestener (KORES/G.R.D.)	Per Quire
22.	Short Hand Note Book (Capital/Speedy/Commander)	Per Dozen
23.	Steel Pins (a packet of 100 grams) :- King Brand	Per Packet
24.	Stylus Plate (Plastic) – 30 x 23 cms.	Each
25.	Stylus Pencil with ball point	Per Dozen
26.	<u>Stappling Machine</u> :- (a) Kangaroo No. 10 (b) Kangaroo (24/6).	Each Each
27.	<u>Stappling wire (24/6 and 10) :- (a packet of 1000 pieces) :</u> (a) Super King (b) Kores	Per Packet Per Packet
28.	<u>Self-Inking stamp pad (11 x 9 cms.) :-</u> (a) Gripex. (b) Kores.	Per Dozen Per Dozen
29.	Tag Nylon (a bundle of 100 Nos.)	Per bundle
30.	<u>Thread-in-ball (white) :-</u> (a) Ball	Per Dozen
31.	Type writer oil (Usha)	Per Dozen
32.	<u>Type Carbon Paper (Kores) :-</u> (a) Light weight (full scape – plastic coated). (b) Light weight (brief size – plastic coated).	Per 100 sheets. Per 100 sheets.
33.	<u>Type Writer Paper :-</u> (a) Sunlit – 20.5 x 33 cms.) – 1.4 kg. (per ream). (b) H.P.C. –(21 x 33 cms.) – 1.5 kg. (per ream).	Per Ream Per Ream
34.	<u>Type writer ribon (Kores) :-</u> (a) Black Record for Std. Machine. (b) Black/Red Record for Std. Machine.	Per Dozen. Per Dozen.
35.	White DFC paper (43 x 69 cms.) – 8.9. kg. (Per ream).	Per Ream
36.	White Tape (12 mm. Width) –45 metres.	Per Roll
37.	<u>Refills :-</u> (a) Jotter (Wilson/Linc) – Red/Blue. (b) Ordinary pointed (Wilson/Linc) – All Colour.	Per Dozen Per Dozen
38.	<u>Ball Pen :-</u> (a) Wilson brand with jotter refill (for Officers). (b) Wilson brand with ordinary refill.	Per Dozen Per Dozen
39.	Jute Twine	Per kg.

40.	<u>Xerox Paper :-</u> (a) F.S. J.K(21.5 x 34.5) – 2.8 kg. (Per Ream). (b) Power (21.5 x 34.5) 2.7 kg. (Per Ream). (c) A-4 J.K. – 2.3 kg. (Per Ream). (d) A-3 J.K. – 4.10 kg. (Per Ream). (e) Coloured Xerox paper –A4 (Per Ream). (Desmat/Replika)	Per Ream Per Ream Per Ream Per Ream Per Ream
41.	Counting sponge (ordinary)	Per Dozen
42.	Flat Ruler Plastic – (KORES) – 30 CMS .	Per Dozen
43.	Scissor (good quality) – 18 cms. long.	Per Dozen
44.	Sealing Wax (Grip Seal) – Round 500 grams a packet.	Per Packet
45.	Marker Pen	Per Dozen
46.	Sticky Pad (Claro/ 3m.) (a) 25 x 75 mm. – 4 colour/3 colour or yellow (b) 20 x 50 mm. - 4 colour/3 colour or yellow (c) 50 x 75 mm. - 4 colour/3 colour or yellow	Per Packet Per Packet Per Packet
47.	Pink Paper Full Scape	Per Ream
48.	Spring Calling Bell (Taj)	Per Dozen
49.	Fluorescent Pen (Luxor)	Per Dozen
50.	<u>Envelope :-</u> (a) <u>Cloth pasted envelope:-</u> (i) (24 x 35 cms.) (ii) (30 x 40 cms.) (b) <u>Envelope brown :-</u> (i) (15 x 9 cms.) (ii) (23 x 10 cms.) (iii)(25 x 11 cms.) (iv) (28 x 13 cms.) (v) (30 x 13 cms.) (vi) (24 x 35 cms.) (vii) (40 x 15 cms.) (viii) 40 x 30 cms.) (c) <u>Laminated envelope (Yellow/White) :-</u> (i) (25 x 11 cms.) (ii) (28 x 13 cms.) (iii) (24 x 35 cms.)	Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos.

	(iv) (40 x 30 cms.) (d) <u>Envelope white :-</u> (i) (15 x 9 cms.) (ii) (15 x 13 cms.) (e) <u>Polynet envelope :-</u> (i) (25 x 11 cms.) (ii) (28 x 13 cms.) (iii) (24 x 35 cms.) (iv) (40 x 30 cms.) (v) (40 x 55 cms.) (Bon type)	Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos. Per 100 Nos.
51.	Pen fluid (for correction) – 10 Ml.	Each.
52.	Punching machine:- (a) (1 hole) (Kores) (b) (2 holes) (Kores)	Each. Each
53.	Visiting cards	Per 100 Nos.
54.	Bound registers :- (F/S size (Neelgagan/Commander):- (a) 80 pages (b) 160 pages (c) 200 pages (d) 240 pages (e) 320 pages (f) 400 pages (g) 600 pages (h) 800 pages	Per dozen Per dozen Per dozen Per dozen Per dozen Per dozen Per dozen Per dozen
55.	(a) File cover with cloth pasting at the centre (Neelga gan/Commander) (d) File cover ordinary brown colour	Per 100 Nos. Per 100 Nos.
56.	<u>File board :-</u> (a) Ordinary (b) Neelgagan - No. 31 (c) Neelgagan - No. 51	Per 100 Nos. Per 100 Nos. Per 100 Nos.
57.	Note Sheet Ledger Paper (J.K.)	Per Ream
58.	O.H.P. Sheet	Per Sheet
59.	Binder clip :- (15mm./19 mm./25 mm./32 mm./41 mm./51 mm.	Per Pkts.
60.	<u>White board :-</u> (Kores) (2' x 3' / 3 x 4' / 3' x 6' / 4' x 6' / 4' x 8')	Each
61.	<u>Kores Felt Board (Notice Board) :-</u> (2' x 3' / 3 x 4' / 3' x 6' / 4' x 6' / 4' x 8')	Each